



Common Council Meeting Minutes
Tuesday, March 7, 2023, at 6:30 p.m.
Chilton City Hall – Lower Level
42 School St., Chilton, WI 53014

Pursuant to Section 19.84(2) and (3) of the Wisconsin State Statutes, notice is hereby given to the public, to the Tri-County News, the official newspaper of Chilton, and to those news media who have filed a written request for this notice that a meeting of the above-referenced was held at the date, time and location listed above.

This meeting was conducted both in City Hall and via remote conferencing. Members of the public may join meeting through a Zoom link or call +1 312 626 6799 US (Chicago), Meeting ID: 970 4854 9352, Password: 434719.

Notice is hereby given that much of the Common Council of the City of Chilton, or a standing committee of that body were present at this meeting to gather information about the subject matter which they have decision making responsibility.

The above governmental body met to discuss and possibly act on the following agenda items as set forth below:

The regular meeting of the Chilton Common Council held at the Chilton City Hall was called to order at 6:30 p.m. by Mayor Tom Reinl.

ROLL CALL:

Council members Peggy Loose, Joe Schoenborn, Ron Gruett, Robbie Seipel, Rick Jaeckels, and Jon Kragh were present at roll call. Kathy Schmitzer was absent and excused. Other city officials present were Mayor Tom Reinl, City Administrator David DeTroye, Chief of Police Craig Plehn, DPW Chris Marx, and Attorney Derek McDermott. Also in attendance was Rachael Siehs, Betty Schilling, Andrew Deehr, Sandi Kolbe, Kathy Burg, and Greg Kubichka.

Those in attendance recited the Pledge of Allegiance.

AGENDA: Motion by Gruett, seconded by Jaeckels and carried by unanimous voice vote to approve the Common Council Agenda for March 7, 2023, as presented.

REPORT OF OFFICERS:

MAYOR – Tom Reinl –

- Mayor Reinl informed the council that the Arbor Day event is scheduled for Tuesday May 9th at 10 AM at Klinkner Park.
- Mayor Reinl offered apologies for not contacting the entire council prior to the fire department groundbreaking event.
- Mayor Reinl updated the council on the Habitat for Humanity Rock the Block program finances. A significant donation to the program has allowed for changes in the enrollment process. Habitat is working to qualify more homeowners for the May 11th – 13th event.

CITY ADMINISTRATOR - David DeTroye –

- DeTroye shared the 2022-wheel tax financials with the council that created \$88,939.00 of revenue to be used for annual road repairs and maintenance.
- Attended WCMA (City Managers) conference last week Thursday & Friday at Hotel Retlaw in the City of Fond du Lac.
- Currently Training this week Tuesday – Friday – League of Wisconsin Municipalities – Human Resources for small municipalities. Online webinar.
- Assisting Public Administration Associates on 3/8/23 with interviewing finalists for the City Administrator position in New Holstein.

DIRECTOR OF PUBLIC WORKS – Chris Marx –

- E. Main St. utility design completed, and project is out for bid. Bids are due 3/23 and recommendation of contract to council scheduled for 4/4
- Grand St. bridge replacement application procedure underway
- Fire Station excavation scheduled to begin 3/13
- Watermain break 2/26 on Memorial Drive

CHIEF OF POLICE – Craig Plehn –

- In response to my concern of releasing homeless sex offenders out in the elements of winter. The mayor and I had a meeting with Kara Sagen who is the legislative assistant to Senator LeMahieu office assured us that they will not release sex offenders with no place to go.
- I would like to thank the numerous businesses that have been so generous and that have donated to our shop with a cop program. The shop with a cop program has received just under \$2000 in donations from our local businesses.
- The captain and I will be attending local hazard material training tomorrow, through the Calumet County Emergency management.
- We are currently setting up our annual firearms certification training, and many officers will be attending Spanish for law enforcement training in April.

Minutes: Motion by Gruett, seconded by Schoenborn and carried by unanimous voice vote to approve the minutes of the council meeting held on February 21, 2023.

Operator Licenses – None

February Financial Statement – Mayor Reinl made mention that the city completed a funds transfer of two million dollars from a general depository account to the state of Wisconsin investment pool that yields 4.54% interest rate. Motion by Jaeckels, seconded by Seipel and carried by unanimous voice vote to approve the February financial statement as presented.

Payment of Bills: Motion by Jaeckels, seconded by Seipel to pay all bills.

Roll Call Vote: Loose, Jaeckels, Schoenborn, Seipel, Kragh, and Gruett all cast Aye votes, 6 – 0 motion carried.

Audience Participation: None

Committee Report – Committee of the Whole –

1. Mobile Food Vending Permit Revisions – Administrator DeTroye reviewed the revised application with the council. The application was streamlined for ease of submission and the total price of the permit was reduced to \$40 for the annual permit with a \$10 administrative fee. Council member Gruett made a comment that the changes addressed all the issues that were brought forth at past committee and council meetings. Motion by Gruett, seconded by Jaeckels and carried by unanimous voice vote to approve the mobile food vending permit and fee structure as presented.
2. Ordinance 1206 – Suggested additions and deletions in chapter 6-107 and 6-108 of the municipal code to clarify the rules and regulations pertaining to licensing and operating mobile food vending carts within the City of Chilton. Motion by Schoenborn to approve Ordinance 1206 and waive the reading. Second by Loose. No further discussion. Roll call vote: Loose, Jaeckels, Schoenborn, Seipel, Kragh, and Gruett all cast aye votes. 6 – 0 motion carries.
3. Fine/Forfeiture value – non-compliance Mobile Food Vending Permit – As a general forfeiture that correlates with chapter 1-12 of the municipal code, the value of any fine issued for not following the mobile food vending permit process would need to be between \$1 and \$100. There is currently no amount listed for such a fine. Motion by Loose to set the fine/forfeiture amount for non-compliance of mobile food vending permits at \$100. Second by Jaeckels. No further discussion. Roll call vote: Loose, Jaeckels, Schoenborn, Seipel, Kragh, and Gruett all cast aye votes. 6 – 0 motion carries.

New Business:

1. Nennig Park Inclusive Playground Project – Mayor Reinl started the discussion with a review of the timeline of events leading up to this point in the park planning process. He explained what planning has been completed and the financials associated. Reinl made comment about the Kolbe Foundation and

their intent to donate dollars in excess of \$500,000 to the city for park amenities within the proposed Nennig Park project. Reinl then took the council through the 12-page proposal that was submitted by MSA Engineering for approval by council. Reinl then deferred the discussion to DPW Marx who better described all of the proposed changes and amenities of the park proposal including the park features and added connectivity that connected the top of the park to the lower level. Marx went into greater detail on the financials that were given by MSA. Reinl made comment that the financials are an opinion of probable cost, and that future bidding would be forthcoming. DPW Marx went on to explain the next steps in the process which would include MSA submitting their proposal for engineering, as well as construction and bidding services. That proposal would need approval at the March 21, 2023, common council meeting. Mayor Reinl went on to explain the economics of the project saying that estimated costs of the playground and connectivity project fall just short of \$1,200,00.00. The donation by the Kolbe Foundation would require a commitment from the city to be approximately \$700,00.00. Funds for the project could be potentially offset by grant writing. Administrator DeTroye described additional funding mechanisms that are in place that could be utilized for funding the project in 2024. Reinl also informed the council that no additional funds would need to be borrowed at this time as a current fund balance within TID 6 could be utilized for financing. Council member Schoenborn questioned the aging equipment in the park and its intended future use. DPW Marx informed the council that in time, the aging park equipment will be removed. Motion by Jaeckels to approve the Nennig Park Inclusive Park project with costs not to exceed \$1,200,000.00. Second by Gruett. No further discussion. Roll call vote: Loose, Jaeckels, Schoenborn, Seipel, Kragh, and Gruett all cast aye votes. 6 – 0 motion carries.

2. Tree cutting Services – Fox City Habitat for Humanity – 702 Graves Street – no action taken as trees were already removed on the property.
3. Temporary Class B License – Chilton Fire Department – April 15, 2023, Brat Fry – Motion by Schoenborn, seconded by Jaeckels and carried by unanimous voice vote to approve the temporary class B license for the Chilton Fire Department April 15, 2023, Brat Fry and waive the fees.
4. Sale of DPW/Police Garage – Wisconsin Surplus – DPW Marx explained to the council that in order to keep with the timelines of the fire department project, the building is already listed on Wisconsin Surplus in advance of council permission. Marx explained that any price offered for the building would offset demolition costs the city would realize if it had to be demolished. Motion by Jaeckels to approve the sale of the DPW/Police garage on Wisconsin Surplus. Second by Schoenborn. No further discussion. Roll call vote: Loose, Jaeckels, Schoenborn, Seipel, Kragh, and Gruett all cast aye votes. 6 – 0 motion carries.
5. Ordinance 1207 – Addition of penalty language that reverts to chapter 1-12 of the municipal code for non-compliance for any section of chapter 30, regarding utilities, within the municipal code. DPW Marx made the council aware that the city is working on wellhead abandonment within the city, and no language applies that enforces a penalty for non-compliance. Motion by Jaeckels to approve Ordinance 1207 and waive the reading. Second by Loose. No further discussion. Roll call vote: Loose, Jaeckels, Schoenborn, Seipel, Kragh, and Gruett all cast aye votes. 6 – 0 motion carries.
6. Resolution 1900 – An additional resolution that supports wellhead abandonment within the city. Resolution 1458 capped the annual contribution of the city at \$5,000 per year. DPW Marx informed the council that as many as 64 private wells exist within the city. At an approximate cost of \$1,000.00 per well to abandon, with the city paying 70% of the cost, the \$5,000.00 figure needed to be removed to allow for wells to be identified and potentially abandoned by private homeowners with the assistance of the city. All funds for the projects would be taken from the water utility fund. Motion by Jaeckels to approve Resolution 1900 and waive the reading. Second by Schoenborn. No further discussion. Roll call vote: Loose, Jaeckels, Schoenborn, Seipel, Kragh, and Gruett all cast aye votes. 6 – 0 motion carries.
7. Change in Employment Status – Officer Heather Mielke – Chief Plehn informed the council that with the pending retirement of Officer Young in May, he would like permission to change the employment status of Officer Mielke from part-time to full-time as she would accept the position if approved. Motion by Loose to approve the employment status change for Officer Heather Mielke from part-time to full-time.

Second by Jaeckels. No further discussion. Roll call vote: Loose, Jaeckels, Schoenborn, Seipel, Kragh, and Gruett all cast aye votes. 6 - 0 motion carries.

Communication:

1. February Build Permit Summary was distributed.
2. Chilton Housing Authority agenda and minutes were also distributed with a separate attachment.

Adjournment: Motion by Loose, seconded by Seipel and carried by unanimous voice vote to adjourn the meeting at 7:44 pm.

Meeting Minutes Prepared by:
David DeTroye
City Administrator/Clerk/Treasurer